

**NAVAJO COUNTY, ARIZONA
PUBLIC WORKS DEPARTMENT**

PLANNING & ZONING

P.O. Box 668 Holbrook, AZ 86025 (928) 524-4100

**TEMPORARY USE PERMIT
APPLICATION**

(Revised 11-08)

TEMPORARY USE PERMIT

NAVAJO COUNTY PUBLIC WORKS DEPARTMENT PLANNING & ZONING

P. O. Box 668 Holbrook, AZ. 86025 Phone: (928) 524-4100 Fax: (928) 524-4399

The Navajo County Zoning Ordinance Article 25 - General Provisions reads as follows:

Article 25, Section 2513 - Temporary Buildings and Uses No. 2

Temporary Use Permit for construction-related temporary buildings and uses.

- a. Temporary buildings, Manufactured Homes and Recreational Vehicles used in conjunction with construction work may be permitted only during the period of construction, subject to obtaining a Temporary Use Permit from the Director (or the Board of Supervisors upon referral by the Director) and the following conditions:
 - (1) The duration of the Temporary Use Permit shall not exceed one year from the date of approval, but the permit may be renewed for up to two additional one-year periods if the property owner submits to the Director (or the Board of Supervisors upon referral by the Director) satisfactory evidence of the need for renewal.
 - (2) Unless the Temporary Use Permit is renewed, the temporary building, Manufactured Home or Recreational Vehicle shall be removed from the site upon the expiration of the permit, within ten days after the completion of construction, or upon the granting of a Certificate of Occupancy, whichever occurs first.
 - (3) Temporary placement of a Recreational Vehicle shall be subject to the provisions of Article 22, except that no Temporary RV Permit shall be required if a Temporary Use Permit has been issued.

TEMPORARY USE PERMIT APPLICATION INSTRUCTIONS

(Read Carefully)

NOTICE: No application will be processed until all items have been received and the application is complete.

CHECKLIST:

- All information requested on the attached Temporary Use Permit application must be complete and ownership legally notarized where indicated.
- Attach a copy of the recorded deed or sales contract.
- A Temporary Use Permit application filing fee of \$150 (non-refundable).
- A letter of intent expressing your reason for the proposed use and how it is compatible with the surrounding area.
- Five copies of a detailed site plan must be submitted (see attached).

Incomplete applications will be returned to the applicant.

TEMPORARY USE PERMIT

SITE PLAN INSTRUCTIONS

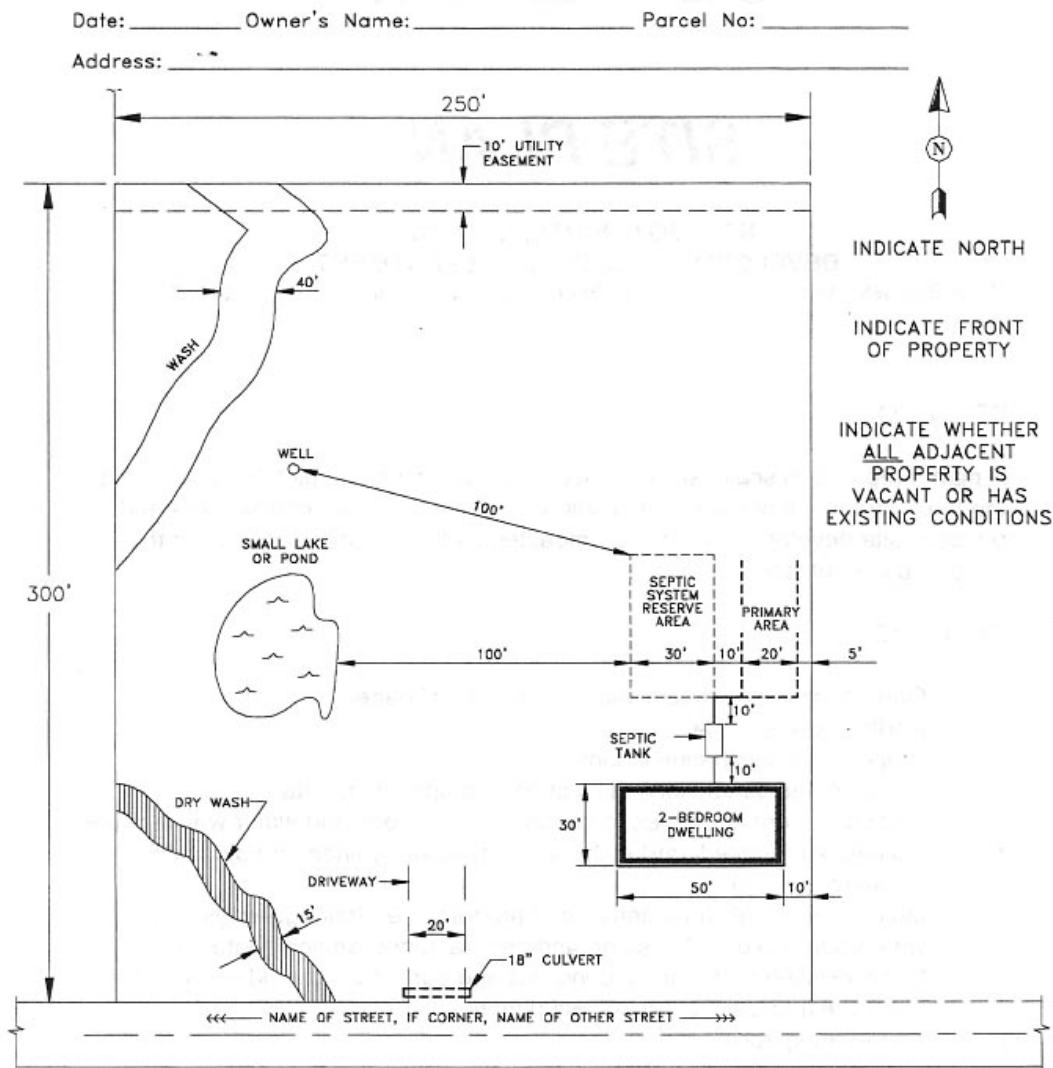
1) **DEFINITION:**

A plan, prepared to scale, showing accurately and with complete dimensioning, the boundaries of a site and the location of all buildings, structures, uses and principal site development features impacted by the Temporary Use Permit request for the specific parcel of land.

2) **CHECKLIST:**

1. Five copies of the site plan drawn to scale on 8-1/2" x 11" paper.
2. North arrow and scale.
3. Property lines with dimensions.
4. Location and dimensions of existing or proposed structures.
5. Distances from structures to property lines, septic and water well facilities.
6. Indicate all required yard setbacks from property lines and distances between buildings.
7. Show existing and proposed ingress and egress of the subject property.
8. The rural address for the subject parcel.
9. The existing zoning.
10. Owner's signature and date.
11. The Assessor's parcel number for the subject parcel.

EXAMPLE SITE PLAN



SITE PLANS MUST INCLUDE THE FOLLOWING INFORMATION:

1. The location and dimensions of all proposed improvements.
2. The location and dimensions of all cultural features on or adjacent to the property. This includes all property lines and their measurements, streets, buildings, water wells, septic systems, easements, right-of-ways, driveways, underground and overhead utilities, fences, and drainage, irrigation, and water storage structures.
3. The location and approximate dimensions of all watercourses and water bodies on the property or within 500 feet of the proposed improvements. This includes rivers, streams, creeks, washes, arroyos, lakes, ponds, etc...

Post Office Box 668 - 100 East Carter Drive
Holbrook, Arizona 86025
(928) 524-4100 FAX (928) 524-4399

My Commission Expires